WABASHA CITY COUNCIL

WABASHA CITY HALL

Tuesday, January 2, 2024

Council Meeting 6:00 PM

To see Council meeting YouTube videos, go to the City's YouTube page and go to the "LIVE" tab.

All matters listed under the "Consent Agenda" are considered to be routine by the City Council and will be entered by one motion. Unless requested by a Council Member or citizen, there will be no separate discussion on these items. If discussion is required regarding an item, that item will be removed from the Consent Agenda and will be considered separately. This meeting will be held in person at Wabasha City Hall. The virtual option is also available, click here: https://us02web.zoom.us/j/82339495094.
To watch the meeting live on your computer or smartphone, click here to watch the meeting on YouTube (or search for the City of Wabasha YouTube Channel).
Council member Dean Meurer will be joining the meeting by Zoom from: 218 Main St. W, Wabasha, MN 55981 and Council member Jeff Sulla will be joining the meeting by Zoom from: 2420 Southern Oak St, The Villages, FL 32162.

1. **Pledge of Allegiance**
2. **Guest Speaker -**
3. **Public Comments**
4. **Changes or Additions to Agenda**
5. **Mayor's Presentation - Mayor Emily Durand**
6. **Committee Reports and Wabasha Good News**
    1. Administrator's Update
8. **Consent Agenda**
    1. January Warrants
    2. 12-5-23 Regular City Council Minutes
    3. St Felix Permits & Applications
    4. Bobcat Toolcat yearly trade in rotation
    5. Fair Board Gambling Application
    6. Fee Schedule
    7. Appointments for 2024
    8. Accept Quotes for Window and Door Replacement
    9. Resolution in support of Application to Transportation Alternatives for Wabasha-Kellogg Trail
    10. Resolution in Support of Active Transportation Grant
9. **Public Hearing**
10. **General Business**
    1. Elect 2024 Council President
    2. Appoint Ad Hoc Personnel Committee Members
11. **Donations**
    1. 01-2024 January Donations
12. **Information - financials emailed to Council.**
13. **Announcements**
14. **Adjournment**

City Council Regular **1.**

Meeting Date: 01/02/2024

ITEM TITLE: Administrator's Update

DEPARTMENT: Administration

PURPOSE:

Administrator's Report - Caroline Gregerson

ITEM SUMMARY:

Staff just finished up performance reviews and overall, outlook and culture among staff is positive.

We will be interviewing for candidates for paramedic position in mid-January.

Port Authority, Council members will be touring apartment buildings for potential proposers of RFPs in the next weeks.

We anticipate January truck hauling to begin soon with our Army Corps partnership and in contracts with the Kohners.

City Council Regular **8. 1.**

Meeting Date: 01/02/2024

ITEM TITLE: January Warrants

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Attachments

January Warrants

CITY OF WABASHA
COUNCIL PAYABLES

PROG Descr	Search Name	Account Descr		Amount	Comments
PROG Descr Administration					
Administration	THE LEADERSHIP GROWTH GROUP	E 100-410-41500-308	Continuing Ed	$600.00	2024 LEADERSHIP GROWTH GROUP SER
Administration	SEMMCHRA	E 100-410-41500-311	Contractor Fees	$250.00	post grant admin fees
Administration	RED WING WORDSMITH	E 100-410-41500-311	Contractor Fees	$89.60	11-8-23 City Council Mtg
Administration	RED WING WORDSMITH	E 100-410-41500-311	Contractor Fees	$118.40	10-3-23 City Council Mtg
Administration	WABASHA COUNTY AUDITOR/TREAS	E 100-410-41500-350	Printing and Binding	$270.08	2023 TRUTH IN TAXATION STATEMENTS
Administration	SEMMCHRA	E 502-410-41500-472	Grants/Donations	$5,000.00	Payment to SEMMCHRA: City Match for S
Administration	VISION DESIGN GROUP INC	E 502-410-41500-479	Blandin Grants	$200.00	Blandin Grant: Senior Health Action Team
Administration	CITY OF WABASHA	E 502-410-41500-479	Blandin Grants	$5,000.00	Blandin Grant: Wabasha Dog Park
Administration	VISION DESIGN GROUP INC	E 502-410-41500-479	Blandin Grants	$4,600.00	Blandin Grant: Senior Health Action Team
Administration	WABASHA FOOD SHARE	E 502-410-41500-479	Blandin Grants	$860.69	Blandin Grant: Wabasha Food Share
PROG Descr Administration				$16,988.77	
PROG Descr Ambulance					
Ambulance	KWIK TRIP INC	E 100-420-42500-212	Motor Fuels	$165.44	AMBULANCE FUEL
Ambulance	WABASHA COUNTY	E 100-420-42500-212	Motor Fuels	$558.34	AMBULANCE DIESEL
Ambulance	AIRGAS USA LLC	E 100-420-42500-215	Oxygen-Supplies	$67.62	OXYGEN
Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217	Medical Supplies	$356.00	READY HEAT BLANKETS
Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217	Medical Supplies	$121.39	MISC MEDICAL SUPPLIES
Ambulance	BOUND TREE MEDICAL, LLC	E 100-420-42500-217	Medical Supplies	$60.98	CHILD BVM
Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217	Medical Supplies	$151.92	MISC MEDICAL SUPPLIES
Ambulance	BOUND TREE MEDICAL, LLC	E 100-420-42500-217	Medical Supplies	$176.67	CURAPLEX
Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217	Medical Supplies	$93.75	STATPACKS G3
Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217	Medical Supplies	$408.91	MISC MEDICAL SUPPLIES
Ambulance	CLAREY S SAFETY EQUIPMENT INC	E 100-420-42500-223	Building Maint/Repair Supplies	$35.00	EXTINGUISHER INSPECTIONS
Ambulance	ECP SERVICES, LLC	E 100-420-42500-311	Contractor Fees	$2,164.96	NOVEMBER COMMISSIONS
Ambulance	FIRSTNET BUILT WITH AT & T	E 100-420-42500-321	Telephone	$76.46	PUCK SERVICES
Ambulance	XCEL ENERGY	E 100-420-42500-381	Electric/Gas Utility	$173.07	AMBULANCE GARAGE
Ambulance	CULLIGAN	E 100-420-42500-409	Maintenance Agreements	$59.00	SOFTNER BILLING
Ambulance	SUGAR LOAF FORD	E 100-420-42500-414	Vehicle Maintenance	$387.50	2012 FORD REPAIRS
Ambulance	WABASHA FRESH MARKET	E 100-420-42500-430	Miscellaneous	$57.92	SUPPLIES
Ambulance	DAN ARENS	E 100-420-42500-437	Misc Licenses and Permits	$51.00	EMS LICENSING
Ambulance	ASPEN MILLS	E 100-420-42500-581	Uniforms	$752.17	UNIFORMS FOR AMB
PROG Descr Ambulance				$5,918.10	
PROG Descr Debt Service Funds					
Debt Service Funds	NORTHLAND TRUST SERVICES	E 395-470-47000-601	Bond Principal	$445,000.00	series 2013A

PROG Descr	Search Name	Account Descr		Amount	Comments
Debt Service Funds	NORTHLAND TRUST SERVICES	E 395-470-47000-611	Bond Interest	$4,450.00	series 2013A
Debt Service Funds	FIRST INDEPENDENT BANK	E 399-470-47000-601	Bond Principal	$48,000.00	BOND PAYMENT
Debt Service Funds	FIRST INDEPENDENT BANK	E 399-470-47000-611	Bond Interest	$5,535.00	BOND PAYMENT
PROG Descr Debt Service Funds				$502,985.00	
PROG Descr Engineering					
Engineering	MINNESOTA VALLEY TESTING LABS	E 100-410-41300-303	Engineering Fees	$25.00	SOIL SERIES B
Engineering	BOLTON AND MENK INC	E 100-410-41300-303	Engineering Fees	$720.00	GENERAL ENGINEERING
Engineering	WSE ENGINEERING SERVICES, LTD	E 100-410-41300-315	Building Inspector Fees	$2,226.03	BUILDING INSPECTION FEES
Engineering	RED WING WORDSMITH	E 100-410-41300-317	Consultant Fees	$84.80	10-10-23 Planning Comm Meeting
PROG Descr Engineering				$3,055.83	
PROG Descr Fire Protection					
Fire Protection	WABASHA COUNTY	E 100-420-42200-212	Motor Fuels	$35.44	FIRE DEPARTMENT DIESEL
Fire Protection	WABASHA COUNTY	E 100-420-42200-212	Motor Fuels	$6.72	FIRE DEPARTMENT GAS
Fire Protection	KWIK TRIP INC	E 100-420-42200-212	Motor Fuels	$170.84	FIRE DEPT FUEL
Fire Protection	FIRE SAFETY USA	E 100-420-42200-221	Equipment Maintenance/Parts	$570.00	MISC PARTS
Fire Protection	CLAREY S SAFETY EQUIPMENT INC	E 100-420-42200-223	Building Maint/Repair Supplies	$419.70	EXTINGUISHER INSPECTIONS
Fire Protection	XCEL ENERGY	E 100-420-42200-381	Electric/Gas Utility	$8.89	FIRE SIREN
Fire Protection	XCEL ENERGY	E 100-420-42200-381	Electric/Gas Utility	$8.49	FIRE SIREN
Fire Protection	XCEL ENERGY	E 100-420-42200-381	Electric/Gas Utility	$9.11	FIRE SIREN
Fire Protection	WABASHA RUBBISH REMOVAL	E 100-420-42200-384	Refuse Disposal	$93.60	AMBULANCE & FIRE DUMPSTER
Fire Protection	MN STATE FIRE CHIEFS ASSN.	E 100-420-42200-433	Dues and Subscriptions	$160.00	MEMBERSHIP RENEWAL
PROG Descr Fire Protection				$1,482.79	
PROG Descr General Govt Bldg City Hall					
General Govt Bldg City Hall	VISA	E 100-410-41900-200	Office Supplies	$119.06	MISC SUPPLIES
General Govt Bldg City Hall	CLAREY S SAFETY EQUIPMENT INC	E 100-410-41900-223	Building Maint/Repair Supplies	$135.00	EXTINGUISHER INSPECTIONS
General Govt Bldg City Hall	WABASHA COUNTY D. A. C.	E 100-410-41900-313	Cleaning Services	$355.05	CLEANING SERVICES
General Govt Bldg City Hall	XCEL ENERGY	E 100-410-41900-381	Electric/Gas Utility	$750.12	900 HIAWATHA DR E
General Govt Bldg City Hall	WABASHA RUBBISH REMOVAL	E 100-410-41900-384	Refuse Disposal	$93.60	CITY HALL DUMPSTER
PROG Descr General Govt Bldg City Hall				$1,452.83	
PROG Descr Independent Accounting/Audit					
Independent Accounting/A	ABDO ABDO EICK & MEYERS LLP	E 100-410-41700-301	Auditing and Accounting Serv.	$1,160.00	FS ACCOUNTING
PROG Descr Independent Accounting/Audit				$1,160.00	
PROG Descr IT Department					
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-312	Computer Support	$1,260.00	EXPANDED BUSINESS AGREEMENT
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-312	Computer Support	$66.00	MICROSOFT AGREEMENT
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-312	Computer Support	$42.00	FIREWALL
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-312	Computer Support	$254.70	CLOUD BACKUP

PROG Descr	Search Name	Account Descr		Amount	Comments
PROG Descr IT Department				$1,622.70	
PROG Descr Legal					
Legal	WABASHA COUNTY	E 100-410-41800-304	Legal Fees	$2,000.00	LEGAL SERVICES
Legal	FLAHERTY & HOOD, P.A.	E 100-410-41800-304	Legal Fees	$265.00	GENERAL MUNICIPAL MATTERS
Legal	FLAHERTY & HOOD, P.A.	E 100-410-41800-304	Legal Fees	$112.50	LABOR AND EMPLOYMENT
Legal	FLAHERTY & HOOD, P.A.	E 100-410-41800-304	Legal Fees	$150.00	LABOR AND EMPLOYMENT
PROG Descr Legal				$2,527.50	
PROG Descr Miscellaneous					
Miscellaneous	SEMMCHRA	E 100-490-45400-430	Miscellaneous	$24,296.05	Passthrough to SEMMCHA per SWIFT rec
Miscellaneous	ZOLL MEDICAL CORPORATION	E 100-490-45400-430	Miscellaneous	$2,706.70	AED
Miscellaneous	XCEL ENERGY	E 100-490-45400-450	Food Share Expenses	$265.82	FOOD SHELF
Miscellaneous	VISA	E 502-490-45400-478	Reception Center	$49.99	LOGITECH KEYBOARD
Miscellaneous	THE OCKERS COMPANY	E 502-490-45400-478	Reception Center	$814.00	TOUCH VIEW MONITOR
PROG Descr Miscellaneous				$28,132.56	
PROG Descr Planning & Community Developme					
Planning & Community De	RED WING WORDSMITH	E 100-420-42300-311	Contractor Fees	$81.60	10-24-23 HPC Meeting
Planning & Community De	BOLTON AND MENK INC	E 100-420-42300-311	Contractor Fees	$2,960.00	PLANNING AND ZONING
Planning & Community De	WABASHA COUNTY RECORDER	E 100-420-42300-316	Recorder Fees	$46.00	A354519/AGREEMENT
PROG Descr Planning & Community Developme				$3,087.60	
PROG Descr Police Protection					
Police Protection	WABASHA COUNTY	E 100-420-42100-212	Motor Fuels	$1,314.03	PD FUEL
Police Protection	VISA	E 100-420-42100-219	General Supplies	$1.84	FINANCE CHARGE
Police Protection	VISA	E 100-420-42100-219	General Supplies	$3.97	ADHESIVE
Police Protection	VISA	E 100-420-42100-219	General Supplies	$19.12	DESK CALENDAR
Police Protection	HILLS HARDWARE HANK	E 100-420-42100-219	General Supplies	$13.74	POLICE ACCOUNT
Police Protection	DICK S AUTO PARTS	E 100-420-42100-219	General Supplies	$40.35	MISSING SLIP
Police Protection	DICK S AUTO PARTS	E 100-420-42100-221	Equipment Maintenance/Parts	$3.44	T CONNECTOR
Police Protection	DICK S AUTO PARTS	E 100-420-42100-221	Equipment Maintenance/Parts	$41.96	OIL & SUPPLIES
Police Protection	DICK S AUTO PARTS	E 100-420-42100-221	Equipment Maintenance/Parts	$6.99	WASHER FLUID
Police Protection	VISA	E 100-420-42100-221	Equipment Maintenance/Parts	$135.99	CAMERA
Police Protection	WABASHA COUNTY	E 100-420-42100-322	Postage	$118.44	PD POSTAGE (DEC '22- DEC '23)
Police Protection	WABASHA TOWING & SERVICE STAT	E 100-420-42100-325	Towing Expenses	$175.00	CAMRY 61-IMPOUND
Police Protection	WABASHA COUNTY	E 100-420-42100-412	Building Rent	$1,050.00	CJC RENT
Police Protection	MINNESOTA CHIEFS OF POLICE ASN	E 100-420-42100-433	Dues and Subscriptions	$376.00	MEMBERSHIP RENEWAL
Police Protection	LDF	E 100-420-42100-433	Dues and Subscriptions	$304.00	MEMBERSHIP DUES
Police Protection	MPPOA	E 100-420-42100-433	Dues and Subscriptions	$140.00	MEMBERSHIP DUES FOR 2
PROG Descr Police Protection				$3,744.87	
PROG Descr Pool					

PROG Descr	Search Name	Account Descr		Amount	Comments
Pool	CLAREY S SAFETY EQUIPMENT INC	E 100-450-45300-223	Building Maint/Repair Supplies	$37.00	INPECTIONS OF EXTINGUISHERS
PROG Descr Pool				$37.00	
PROG Descr Public Works					
Public Works	BRANDON HUTH	E 100-430-43100-212	Motor Fuels	$129.97	REIMBURSE FUEL
Public Works	WABASHA COUNTY	E 100-430-43100-212	Motor Fuels	$727.54	PUBLIC WORKS DIESEL
Public Works	WABASHA COUNTY	E 100-430-43100-212	Motor Fuels	$409.66	PUBLIC WORKS GAS
Public Works	BRANDON HUTH	E 100-430-43100-212	Motor Fuels	$129.97	FUEL REIMBURSEMENT
Public Works	VISA	E 100-430-43100-215	Oxygen-Supplies	$30.98	WELD AID
Public Works	VISA	E 100-430-43100-219	General Supplies	$26.24	COFFEE PODS
Public Works	VISA	E 100-430-43100-219	General Supplies	$93.09	AIR FRESHNER
Public Works	WATER SYSTEMS COMPANY	E 100-430-43100-219	General Supplies	$14.98	WATER SERVICES
Public Works	WATER SYSTEMS COMPANY	E 100-430-43100-219	General Supplies	$19.20	WATER SERVICES
Public Works	VISA	E 100-430-43100-219	General Supplies	$10.72	SAE THRUHARD
Public Works	VISA	E 100-430-43100-219	General Supplies	$23.72	NORTHERN TOOL
Public Works	DICK S AUTO PARTS	E 100-430-43100-221	Equipment Maintenance/Parts	$32.89	TIE STRAP AND ZIP TIES
Public Works	VISA	E 100-430-43100-221	Equipment Maintenance/Parts	$525.57	LEAF SPRING HANGER
Public Works	VISA	E 100-430-43100-221	Equipment Maintenance/Parts	$449.94	RUST PREVENTATIVE
Public Works	VISA	E 100-430-43100-221	Equipment Maintenance/Parts	$129.98	FLUID FILM RUST PROTECTANT
Public Works	CAPITAL ONE TRADE CREDIT	E 100-430-43100-221	Equipment Maintenance/Parts	$1,140.77	NORTHERN PURCHASES
Public Works	DICK S AUTO PARTS	E 100-430-43100-221	Equipment Maintenance/Parts	$31.71	OIL AND OIL FILTER
Public Works	BOBCAT OF COULEE REGION	E 100-430-43100-221	Equipment Maintenance/Parts	$102.52	CP-BRISTLE
Public Works	DICK S AUTO PARTS	E 100-430-43100-221	Equipment Maintenance/Parts	$8.08	TOGGLE SWITCH
Public Works	BOBCAT OF COULEE REGION	E 100-430-43100-221	Equipment Maintenance/Parts	$1,017.68	BRISTLES
Public Works	FRANCIS AUTO SERVICE	E 100-430-43100-221	Equipment Maintenance/Parts	$300.00	TOWING OF 21 CHEVY
Public Works	CLAREY S SAFETY EQUIPMENT INC	E 100-430-43100-223	Building Maint/Repair Supplies	$254.30	INSPECTIONS AND TESTING
Public Works	VISA	E 100-430-43100-223	Building Maint/Repair Supplies	$39.69	BULLETIN BOARD
Public Works	VISA	E 100-430-43100-223	Building Maint/Repair Supplies	$68.95	CUSTOM BLINDS
Public Works	VISA	E 100-430-43100-223	Building Maint/Repair Supplies	$31.88	CHAIN LINK FORK LATCH
Public Works	INTERSTATE BUILDING & SUPPLY	E 100-430-43100-223	Building Maint/Repair Supplies	$223.69	LUMBER
Public Works	VISA	E 100-430-43100-224	Street Maintenance Materials	$59.94	EXTENSION CORD
Public Works	VISA	E 100-430-43100-224	Street Maintenance Materials	$258.96	BOND ADHESIVE
Public Works	VISA	E 100-430-43100-240	Small Tools and Minor Equip.	$33.76	BIT HOLDER
Public Works	VERIZON WIRELESS	E 100-430-43100-321	Telephone	$160.68	POLICE PUCKS
Public Works	VERIZON WIRELESS	E 100-430-43100-321	Telephone	$40.30	PUBLIC WORKS I PAD
Public Works	XCEL ENERGY	E 100-430-43100-381	Electric/Gas Utility	$36.29	ATHLETIC FIELD
Public Works	XCEL ENERGY	E 100-430-43100-381	Electric/Gas Utility	$35.40	311 LAWRENCE & MAIN ST
Public Works	XCEL ENERGY	E 100-430-43100-382	Street Lights	$3,944.06	STREET LIGHTS
Public Works	WABASHA RUBBISH REMOVAL	E 100-430-43100-384	Refuse Disposal	$365.04	PUBLIC WORKS DUMPSTER
Public Works	MINNESOTA DEPT OF HEALTH	E 100-430-43100-437	Misc Licenses and Permits	$495.00	CAMPGROUND LICENSE
Public Works	EARL F ANDERSEN INC.	E 100-430-43100-583	Signs	$113.45	PARKING SIGNS
Public Works	WABASHA COUNTY	E 389-430-43100-311	Contractor Fees	$851.19	MN DOT TESTING OF SAP

PROG Descr	Search Name	Account Descr		Amount	Comments
Public Works	BOLTON AND MENK INC	E 389-430-43100-311	Contractor Fees	$693.54	FLOOR GRAPHICS
Public Works	CRYSTEEL TRUCK EQUIPMENT INC	E 501-430-43100-500	CAPITAL OUTLAY	$38,598.00	2007 STERLING REPAIRS
Public Works	VISA	E 502-430-43100-544	Dog Park	$6,781.85	DOG PARK FENCING
PROG Descr Public Works				$58,441.18	
PROG Descr Sewer Department					
Sewer Department	DAKOTA SUPPLY GROUP	E 810-500-49449-221	Equipment Maintenance/Parts	$74.65	SALES TAX AND SHIPPING
Sewer Department	WABASHA COUNTY D. A. C.	E 810-500-49449-350	Printing and Binding	$38.64	NOVEMBER UT BILLS
Sewer Department	XCEL ENERGY	E 810-500-49449-381	Electric/Gas Utility	$48.54	SEWER LIFT STATION
PROG Descr Sewer Department				$161.83	
PROG Descr Water Department					
Water Department	WABASHA COUNTY D. A. C.	E 800-500-49000-350	Printing and Binding	$38.64	NOVEMBER UT BILLS
Water Department	XCEL ENERGY	E 800-500-49000-381	Electric/Gas Utility	$16.64	DUGAN LIFT STATION
Water Department	GOPHER STATE ONE CALL	E 800-500-49000-407	Gopher State One-Call	$99.90	74 BILLABLE TICKETS
Water Department	GOPHER STATE ONE CALL	E 800-500-49000-407	Gopher State One-Call	$136.35	RE CUT OF CHECK 39349
PROG Descr Water Department				$291.53	
				$631,090.09	

City Council Regular **8. 2.**

Meeting Date: 01/02/2024

ITEM TITLE: 12-5-23 Regular City Council Minutes

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Attachments

12-5-23 City Council Minutes

D R A F T

Councilpersons:
First Ward: Friedmeyer, Jensen
Second Ward: Wallerich, Wodele
Third Ward: Meurer, Sulla

Mayor: Emily Durand
City Attorney: Mike Flaherty
City Administrator: Caroline Gregerson
Deputy Clerk: Jessica Leonhardt
Date: December 5, 2023

PROCEEDINGS OF THE CITY COUNCIL

The regular meeting of the City Council of the City of Wabasha was held on Tuesday, December 5, 2023, and was called to order at 6:00 p.m. by Mayor Durand. Council Member Sulla attended the meeting remotely.

Present: Council Member John Friedmeyer; Council Member Dean Meurer; Council Member Brian Wodele; Council Member Jeff Sulla; Mayor Emily Durand; Council Member Tim Wallerich; Council Member Eugene Jensen

All present stood and recited the Pledge of Allegiance.

1. **Pledge of Allegiance**

2. **Guest Speaker - None**

3. **Public Comments**
Cheyanne Fahnel, 706 Broadway, Wabasha, expressed concerns about pedestrian safety at the four-way stop near Kwik Trip. She stated that she has been hit or nearly struck several times by vehicles, noting that there are no crosswalks. Mayor Durand indicated that she will assist with the complaint process, adding that others have similar concerns about this intersection of a State highway and a County road. Other dangerous intersections were also discussed.

4. **Changes or Additions to Agenda**
There were no changes or additions to the agenda.

5. **Mayor's Presentation - Mayor Emily Durand**
Mayor Durand expressed appreciation to City staff, Council Members, and Board and Commission members for their hard work over the last year. She highlighted 2023 accomplishments, including progress toward large projects. She referenced donations toward the athletic field project. She thanked Downtown Main Street, Public Works employees, and volunteers for their assistance with the tree lighting ceremony and other holiday activities. She discussed recent developer tours. She referenced the upcoming Truth in Taxation meeting.

6. ## Committee Reports and Wabasha Good News

Utilities Commission: Council Member Wodele summarized topics of discussion during a recent meeting.

Port Authority: Council Member Friedmeyer summarized topics of discussion during a recent meeting. He noted that the new CEDA rep, Dusty Liston, was introduced and the 2024 Work Plan was approved. He provided a barge terminal update. He discussed a recent tour of Wabasha by members of the Minnesota Senate Capital Investment Committee and other government officials, and Mayor Durand and City Administrator Gregerson provided additional information in this regard.

Park Board: It was reported that the Park Board did not meet.

Street Commission: Assistant Public Works Director Costello summarized topics of discussion during a recent meeting, including winter maintenance and approval of the snow hauling contract.

Planning Commission: Council Member Wallerich summarized topics of discussion during a recent meeting, including ordinance standards, definitions, fees, and parking requirements. He noted that further information will be provided during an upcoming Council meeting.

7. ## Administrator's Report - Caroline Gregerson

1. Administrator's Report

City Administrator Gregerson highlighted topics from her report. She detailed winter hauling revenue. She further discussed the barge terminal project. She provided an update regarding the FEMA reimbursement process. She discussed grant funding toward projects. She summarized discussions with potential housing developers. Mayor Durand reviewed the benefits of potential membership in the Minnesota Association of Small Cities and discussed legislative lobbying activities. Recent discussions relating to the cannabis legislation were summarized.

8. ## Consent Agenda

Mayor Durand reviewed the consent agenda.

Moved by Council Member Dean Meurer, seconded by Council Member Tim Wallerich to approve the consent agenda as presented. A roll call vote was conducted.

Vote: 7 - 0 Adopted - Unanimously

1. 2024 Squad Car Purchase

2. 11-8-23 Regular Council Minutes

3. December Warrants

4. Chamber Gambling Permit

5. Pay Application No. 5 for the Wabasha 2023 Street and Utility Improvement Project

6. Athletic Complex Pay App #5

9. Public Hearing

There were no public hearings.

10. General Business

1. RESOLUTION 42-2023 Resolution Appointing New Emergency Management Director

Mayor Durand and City Administrator Gregerson provided background information and spoke in support of Riley Costello's appointment as the City of Wabasha Emergency Management Director. Mayor Durand noted that Fire Chief Sheeley will provide assistance and training. City Administrator Gregerson and Mayor Durand thanked Fire Chief Sheeley for his past service and for passing along his knowledge and expertise.

Moved by Council Member Dean Meurer, seconded by Council Member Eugene Jensen to adopt Resolution 42-2023. The resolution language was clarified. A roll call vote was conducted.

Vote: 7 - 0 Adopted - Unanimously

2. 2024 Budget / Levy Discussion

City Administrator Gregerson summarized the proposed 2024 budget and tax levy. She discussed the capital improvement fund and debt service. She highlighted several budget increases, including employee wages, health and work comp insurance rates, medical supplies, contractor fees, IT costs, and fuel expenses. She reviewed anticipated revenue that will help offset increased expenses. She detailed the Ambulance Service budget, including revenue and expenses. She discussed public safety grant funding from the State and increased LGA funding. She reviewed how property tax revenue is allocated to City departments. She provided comparison information from past years and from surrounding communities. She discussed residential property tax impacts. She stated that budget information will be available on the City's website. She reviewed planned 2024 projects and funding sources. She summarized the five-year Capital Improvement Plan and the City's Strategic Plan. She detailed 2023 public safety, public works, library, and pool activities and accomplishments. She highlighted 2023 Port Authority accomplishments and other City projects and initiatives. Mayor Durand discussed community projects. Grant funding and fundraising activities toward projects was discussed. Administrator Gregerson reviewed City revenue sources and discussed promotional and planning activities. She thanked City staff and Council Members for their hard work and support over the last year. Ambulance Service calls, training activities, and accomplishments were further discussed.

Mayor Durand discussed a community leadership program.

3. Pool Skimmer Replacement / Plumbing Repairs

Public Works Director Johnson reviewed equipment needs and repairs, in order to keep the pool functioning. He stated that the pool is structurally sound at this point.

Moved by Council Member Dean Meurer, seconded by Council Member John Friedmeyer to approve the requested pool maintenance expenses, as discussed. A roll call vote was conducted.

Vote: 7 - 0 Adopted - Unanimously

1. Resolution 40-2023 December Donations
Mayor Durand reviewed the December donations:

LIBRARY
$25 – In memory of Betty Gosse – Kathy Geraghty
$10 – In memory of Betty Gosse – Anonymous
$25 – In memory of Baby Josephine Mumma – Bev & Bruce Hall
$500 – Anonymous Donation
$250 – Deb & Gary Glomski
$100 – Tom & Pat Haskett
$200 – John Ochsner
$500 – Jane Hager
$390.50 – Friends of the Library for Touch of Magic Childrens Comedy Show for Grumpy Old Men Festival

ATHLETIC FIELD COMPLEX
$2,000-Robert & Jill Sill
$2,500-Perry Dental

AMBULANCE
$1,000-Anonymous

Moved by Council Member Tim Wallerich, seconded by Council Member Brian Wodele to adopt Resolution 40-2023 accepting the December donations. A roll call vote was conducted.

Vote: 7 - 0 Adopted - Unanimously

12. Information - Financials Emailed to Council

13. Announcements

The Holiday Train was discussed.

14. Adjournment

Moved by Council Member Tim Wallerich, seconded by Council Member Brian Wodele to adjourn the meeting. The meeting adjourned at 6:55 p.m.

Vote: 7 - 0 Adopted - Unanimously

_____

Jessica Leonhardt, Deputy Clerk

City Council Regular **8. 3.**

Meeting Date: 01/02/2024

ITEM TITLE: St Felix Permits & Applications

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

St Felix has applied for the following:
February 3rd, 2024 - Temp Liquor License - Kick off to Catholic Schools Week Dinner
March 1, 2024 - Temp Liquor License - Fishing tournament fish fry
March 2nd, 2024 - Gambling Permit - Fishing tournament Raffle
MAy 11th, 2024 - Gambling Permit - Annual Golf Tournament Raffle

ACTION REQUIRED:

approve gambling permits and temp liquor licenses with the concent agenda.

City Council Regular **8. 4.**

Meeting Date: 01/02/2024

ITEM TITLE: Bobcat Toolcat yearly trade in rotation

DEPARTMENT: Public Works

PURPOSE:

Yearly trade in rotation for our tool cat.

ITEM SUMMARY:

As previously mentioned, we have worked out an agreement with Coulee Region Bobcat for us to trade in our toolcat yearly, which will keep us under constant warranty protection, eliminate us from replacing tires yearly at a cost of $1,500, and help spread out the cost of equipment replacement in the CIP for a more balanced approach. We have incurred some higher costs due to maintenance on our past toolcats and feel this is the best approach going forward as long as Bobcat will work with us on future rotations. If the agreement ever ends, we will still end up with a new machine (full equity) to move forward with.

STAFF RECOMMENDATION:

Move forward with trade in and purchase of a new machine for 2024, approximate delivery early spring.

ACTION REQUIRED:

Motion to approve the state bid purchase of 2024 Bobcat and trade in 2023 machine for $5,000.

Attachments

2024 Toolcat quote

Bobcat

Product Quotation
Quotation Number: **NC225765**
Quote Sent Date: **Dec 05, 2023**
Expiration Date: **Jan 04, 2024**

Your Bobcat Contact
Nolan Clark
Phone:
E-mail: nolan.clark@doosan.com

Your Customer Contact

Deliver to
CITY OF WABASHA 270951 - WABASHA - MN
900 HIAWATHA DR E
WABASHA, MN, 55981-1731

Bobcat Dealer
Bobcat of the Coulee Region, Inc., Dresbach, MN
31465 VETERANS RD
DRESBACH, MN, 55947
DAVID VANDERZEE

Bill To
CITY OF WABASHA 270951

Item Name	Item Number	Quantity	Price Each	Total
Bobcat UW56	M1225	1	61,966.40	61,966.40

Standard Equipment:
Adjustable Vinyl Seats
All-Wheel Steer
Automatically Activated Glow Plugs
Auxiliary Hydraulics
  Variable Flow with dual direction detent
Beverage Holders
Bob-Tach
Boom Float
Cargo Box Support
Cruise Control
Speed Management
Enclosed Cab with HVAC
Dual Port USB charger
Lower Engine Guard
Limited Slip Transaxle
Engine and Hydraulic Monitor with Shutdown
Front LED Work Lights
Full-time Four-Wheel Drive
Horsepower Management
  Roll Over Protective Structure (ROPS) . Meets Requirements of SAE-J1040 & ISO 3471
  Falling Object Protective Structure (FOPS) . Meets Requirements of SAE-J1043 & ISO3449, Level I
Dome Light
Hydraulic Dump Box
Instrumentation: Standard 5" Display with Keyless Start, Engine Temperature and Fuel Gauges, Hour meter, RPM and Warning Indicators. Includes maintenance interval notification, fault display, job codes, quick start, and security lockouts.
Joystick, Manually Controlled with Lift Arm Float
Lift Arm Support
Parking Brake, automatic
Power Steering with Tilt Steering Wheel
Radiator Screen
Rear Receiver Hitch
Seat Belts, Shoulder Harness
Spark Arrestor Muffler
Suspension, 4-wheel independent
Tires: 27 x 10.5-15 (8 ply), Lug Tread
Toolcat Interlock Control System (TICS)
Two-Speed Transmission
Machine Warranty: 12 Months, unlimited hours
Bobcat Engine Warranty: Additional 12 Months or total of 2000 hours after initial 12 month warranty

Deluxe Road Package *Included:* Deluxe Road Package includes: Backup Alarm, Turn Signals, Flashers, Tail Lights, Brake Lights, Rear view mirror, Side Mirrors, Horn, Rear work lights, and headlights	M1225-P01-C01	1	2,364.00	2,364.00

High Flow Package	M1225-R03-C02	1	1,388.80	1,388.80
29 X 12.5 Turf Tires	M1225-R05-C05	1	688.00	688.00
Attachment Control	M1225-R08-C02	1	204.00	204.00
Power Bob-Tach	M1225-R14-C03	1	920.00	920.00
Radio Option	M1225-R15-C02	1	452.00	452.00
Traction Control	M1225-R16-C02	1	484.00	484.00
Engine Block Heater	M1225-A01-C02	1	116.00	116.00
68" Heavy Duty Bucket	7272679	1	1,301.12	1,301.12
Bolt-On Cutting Edge, 68"	6718006	1	278.01	278.01
	Total for Bobcat UW56			**70,162.33**

Quote Total - USD	70,162.33
Dealer P.D.I.	150.00
Freight Charges	1,400.00
Destination Charges	110.00
Dealer Assembly Charges	60.00
Discount	
UW56	-66,882.33
Quote Total - USD	**5,000.00**

Comment:

*Plus applicable taxes. IF Tax Exempt, please include Tax Exempt Certificate with the order.

*Prices per the Sourcewell Contract #_040319-CEC.

*Sourcewell Member Number (if applicable): _____

*All orders should include 1) Accounts Payable Contact and email address, 2) W9 with correct legal entity name, and 3) Bill to Address.

*Orders may be placed with the contract holder or authorized dealer as allowed by the terms and conditions of the contract. *A Copy of all orders must be provided to Heather.Messmer@Doosan.com.

*Contact Holder Information: Clark Equipment Company dba Bobcat Company, Govt Sales, 250 E Beaton Drive, West Fargo, ND 58078. TID# 38-0425350.

*Payment Terms: Net 60 Days. Credit cards accepted.

*Remittance address: Clark Equipment Company d/b/a Bobcat Company, P. O. Box 74007382, Chicago, IL 60674-7382

*Questions can be submitted via email to randy.fuss@doosan.com or by phone at: 1-800-965-4232

Customer Acceptance:
Quotation Number: **NC225765**

Purchase Order:_____

City Council Regular **8. 5.**

Meeting Date: 01/02/2024

ITEM TITLE: Fair Board Gambling Application

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Wabasha County Fair Board is looking for approval of their gambling permit for a fund raiser raffle with the drawing set for April 6th, 2024.

ACTION REQUIRED:

approval of gambling license with the concent agenda

City Council Regular **8. 6.**

Meeting Date: 01/02/2024

ITEM TITLE: Fee Schedule

DEPARTMENT: Administration

PURPOSE:

Review the updated fee schedule.

ITEM SUMMARY:

Please note that the Planning Department is still working on updating fees and will provide changes for review in the near future.

ACTION REQUIRED:

Motion to approve the fee schedule.

Attachments

Fee Schedule for 2024

City of Wabasha Fee Schedule

fees are subject to change

CITY BUSINESS	FEE	
Non-Sufficient Funds (NSF) Charge	$30.00	per incident
Photocopies	$0.25	per page (double-sided is two pages)
CD-copy of records	$5.00	per request
USB flash drive-copy of records	$10.00	per request **(new fee added)**
Faxes	$1.00	per page
ATV/Golf Cart Permit	$50.00	every three years
Rental of City Building/Park Shelters	$60.00	$60.00/for the first 4 hours & $10.00 each hour thereafter
****Long Term Rentals will be negotiated with City Administrator****		
Billiard or pool table (operator)	$25.00	
Billiard or pool table (owner)	$25.00	
Bingo	State set fee	
Commercial kennel	$125.00	
Gambling	State set fee	
Games of skill (operator)	$25.00	
Games of skill (owner)	$25.00	
Garbage and refuse hauler	$150.00	
Maximum license fee	$200.00	
Mechanical musical device (operator)	$25.00	
Mechanical musical device (owner)	$25.00	
Mobile home location	$10.00	
Off-sale liquor	$250.00	
On- or off-sale and special on sale	$100.00	
On-sale club	Per state law	
On-sale intoxicating liquor	$1,400.00	
On-sale intoxicating liquor (Sunday)	$200.00	State maximum
On-sale wine	$400.00	
Personal kennel	$20.00	
Sale of cigarettes	$75.00	
Sale of fireworks	$30.00	
Short Term Rental Registration	$200.00	1 time fee
Taxicab	$55.00	
Temporary liquor on-sale 1 - 4 days	$100.00	
Food Truck Permit	$0.00	
Transient merchants	$30.00	

ELECTIONS	**FEE**	
Election Filing Fee	$5.00	
POOL	**FEE**	
Pass Rates:		
Family Pass (without qualifying student-immediate family only)	$110.00	
Family Pass (with qualifying student-immediate family only)	$60.00	
Grandparents Pass (good for grandparents, children and grandchildren)	$150.00	
Adult Pass: (includes aerobics)	$70.00	
Student Pass	$55.00	
Daily Admission Rates:		
Children 3 and under – Free		
Adult	$5.00	
Student	$3.00	
Water Exercise Class	$4.00	
Pool Party	$150.00	2 hours for private pool party
PUBLIC WORKS	**FEE**	
Parks Rentals:		
Pavilion/Gazebo/Shelter	$60.00	$60.00/for the first 4 hours & $10.00 each hour thereafter
Community Garden Plot	$20.00	per plot
Municipal Campground & Boat Slips:		
Transient Campground Daily Rate	$55.00	
Transient Campground Weekly Rate	$300.00	
Waterfront Campsite Lease	$3,300.00	
Non-Waterfront Campsite Lease	$2,700.00	
Campground Winter Storage Fee	$200.00	
Transient Boat Slip Daily Rate	$30.00	
Boat Slip Lease	$1,200.00	

PUBLIC WORKS	FEE	
Labor Only Rate:		
1 person 1 hour (minimum charge)	$40.00	
2 or more people first hour (minimum charge)	$75.00	
Each hour after per person	$40.00	maximum charge $70/hour
Equipment Rental:		**All rates include labor at $35.00 per hour**
Single-Axle Dump 6-yard - Hauling Rate	$150.00	
Single-Axle Dump 6-yard - Plowing Rate	$175.00	
Tandem Axle Dump 10-yard - Hauling Rate	$175.00	
Tandem Axle Dump 10-yard - Plowing Rate	$190.00	
1-Ton Truck 300hp 3-yard Dump Box	$100.00	
1-Ton Plow	$110.00	
Loader with attachments 138hp 3-yard Bucket	$165.00	
Loader with Snow Blower	$175.00	
Sweeper	$200.00	
Tractor Mower - Small	$75.00	
Tractor Mower - Large	$100.00	
1/2 Ton Pickup	$85.00	
3/4 Ton Pickup	$90.00	
Air Compressor 185 cfm	$110.00	
Tractor 6405 with Attachments	$130.00	
Water Tanker Truck 250hp - 1200 Gallon Capacity	$110.00	
Bob Cat Tool Cat	$150.00	
Administrative Fee	10%	
Barricades:		
Type I/II without lights	$1.00	
Type I/II with flashing light	$1.00	
Type III with 1-flashing sundowner light	$5.00	
Cones:		
28' Traffic Cone with 4" & 6" reflective bands	$1.00	
Plastic Barrel with weighted base	$2.00	

PUBLIC WORKS	FEE	
Signs:		
30" Reflective Signs	$1.00	
48" Reflective Signs	$2.00	
48" Sign Stand (Tripod)	$1.00	
PUBLIC SAFETY-FIRE DEPARTMENT	**FEE**	
Fire Department:		
Fire Suppression Rate 1	$250.00	Car fires, small fires up to two hours
Fire Suppression Rate 2	$500.00	Structure fires up to two hours
Rescue Rate 1	$250.00	MVA without rescue tools
Rescue Rate 2	$500.00	MVA involving extrication
Hazmat Rate 1	$300.00	Spills less than 10 gallons requiring absorbent
Hazmat Rate 2	$600.00	Spills over 10 gallons requiring absorbent
Service Call 1	$50.00	Flooding, Ambulance Asst. Lasting Less than 30 min.
Service Call 2	$250.00	Longer than 30 min but less than two hours
Fire Alarm 1	$0.00	No charge if cancelled prior to response
Fire Alarm 2	$150.00	Arrived and investigate
Hourly Rate	$150.00 to $250.00	Calls over 2 hours - rate depends on type and equipment used
Water hauling	$50.00	per load (1500 gallons)
PUBLIC SAFETY - AMBULANCE	**FEE**	
ALS (Non-Resident)	$3,100.00	**new fee added**
ALS (Resident)	$2,900.00	**new fee added**
ALS Emergency (Non-Resident)	$2,205.00	**new fee added**
ALS Emergency (Resident)	$2,005.00	**new fee added**
ALS Non-Emergency (Non-Resident)	$1,465.00	**new fee added**
ALS Non-Emergency (Resident)	$1,265.00	**new fee added**
Treatment No Transport (TNT)	$420.00	
Service Fee	$175.00	
BLS Emergency (Non-Resident)	$2,185.00	
BLS Emergency (Resident)	$1,685.00	
BLS Non-Emergency (Non-Resident)	$1,555.00	
BLS Non-Emergency (Resident)	$1,055.00	
Speciality Care Transport (SCT)	$2,190.00	**new fee added**
Mileage (Non-Resident)	$26.50	
Mileage (Resident)	$24.50	

PUBLIC SAFETY - AMBULANCE	**FEE**	
Community Education:		
Hands Only CPR - Free to Public	Free	**Not AHA Certified**
AHA BLS CPR Instructor Course	$100.00	per student
CPR & First Aid	$50.00	per student
AHA BLS	$40.00	per student
Short Notice Class (less than 2 weeks notice and if instructor is available)	double rate	per student
PUBLIC WORKS - UTILITIES - approved 3/1/16; amended 8/2/16		
Labor Only Rate:		
1 person 1 hour (minimum charge)	$40.00	
2 or more people first hour	$80.00	
Each hour thereafter	$40.00	maximum charge $70/hour
Push Camera	$115.00	
Jetter/Vac Truck	$230.00	
Camera Crawler	$175.00	
Hook Up Fee	$60.00	
PLANNING AND ZONING	**FEE**	
Building Standard Valuation Permit		Table Valuations available by request contact City Hall
Building – Moving Permit Application	$200.00	
Building – Demolition Permit Application	$200.00	
Building – Mobile Home Permit Application	$100.00	
Building – Flat Fee HVAC/Plumb	$40.00	
Building - Flat Fee reside/reroof/doors/windows	$65.00	
District Classification Change:		
Conditional Use Permits:		
Residential	$250.00	
Commercial	$300.00	
Zoning Compliance Letter	$50.00	
Planned Unit Development	$350.00	

PLANNING AND ZONING	FEE	
Variance:		
Residential	$150.00	
Commercial	$200.00	
Council Appeal Process	$150.00	
Flood Plain:		
Condition Use Permit	$250.00	
Variance	$150.00	
Sign/Special Sign:		
Sign Permit	$75.00	
Variance	$150.00	
Subdivision:		
Preliminary Plat	$550.00	
Plan Unit Development Application	$350.00	
Minor Subdivision – property split	$250.00	
UTILITIES	**FEE**	
SAC (Sewer Access Connection)	$600.00	
WAC (Water Access Connection)	$100.00	
Private Sewage Disposal	$30.00	
Individual Sewage Treatment System:		
Standard system	$250.00	
Mound System	$360.00	
Building Sewer Permit (Residential)	$30.00	
Building Sewer Permit (Industrial)	$100.00	
Street Excavation	$50.00	
Telecommunications Excavation	$50.00	
Starting of Fires	$5.00	
Street Alley Vacation Application	$0.00	

POLICE	FEE	
Parking Violations	$35.00	Ordinance 71.15 – 71.27
No Parking Emergency Conditions declared	$120.00	Ordinance 71.25
Unreasonable Acceleration	$110.00	Ordinance 71.01
Garbage Junk Ordinance/Public Nuisance	$120.00	Ordinance 91.19
Animal Running at Large	$70.00	Ordinance 90.3
Habitual Barking	$120.00	Ordinance 90.06.A
Animal not on a Leash	$70.00	Ordinance 90.02.A
Disorderly Conduct	$125.00	Ordinance 130.15
Public Nuisance	$120.00	Ordinance 91.17
Snow and Ice Removal	$75.00	Ordinance 156.04
Motorized Golf Cart without a permit	$120.00	Ordinance 72.02
ATV use on City Streets without a permit	$120.00	Ordinance 72.48
City Park Regulation Violation	$75.00	Ordinance 90.01

City Council Regular **8. 7.**

Meeting Date: 01/02/2024

ITEM TITLE: Appointments for 2024

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Annual Board and Commission appointments need to be updated or renewed every year. Attached is a list of the new appointments, renewals, and vacancies for approval.

ACTION REQUIRED:

A motion to approve the 2024 Board and Commission renewals and appointments as submitted.

Attachments

Appointments to Boards & Commissions

GENERAL GOVERNMENT

TREE/WEED INSPECTOR:	TONY JOHNSON
FIRE CHIEF:	DARREN SHEELEY
PUBLIC WORKS DIRECTOR:	TONY JOHNSON
EMERGENCY MGMT. DIRECTOR:	RILEY COSTELLO-replacing Darren Sheeley effective 1/1/2024
CITY ATTORNEY:	FLAHERTY AND HOOD
OFFICIAL DEPOSITORY:	WNB FINANCIAL, WABASHA
	WABASHA COUNTY BANK
OFFICIAL NEWSPAPER:	WABASHA COUNTY HERALD
CITY ADMINISTRATOR:	CAROLINE GREGERSON
CITY CLERK:	WENDY BUSCH
FINANCE DIRECTOR/TREASURER	TYLER GRABAU
COUNCIL PRESIDENT:	TIM WALLERICH

CIVIL SERVICE COMMISSION **3-YEAR TERM**

1. LOSINSKI, DAN 2024
2. THIMMESCH, BRAD 2025
3. GLANDER, JANE 2023-**will renew**

AMBULANCE COMMISSION **3-YEAR TERM**

(5 MEMBERS WITH 1 FROM MEDICAL FIELD)

1. WALTERS, MONICA 2024
2. WALLERICH, TIM 2024
3. HINRICHS, TYLER 2025
4. SHEELEY, CINDY 2025
5. GLANDER, JANE 2026

WABASHA PORT AUTHORITY **6-YEAR TERM**

(REQUIRES 2 COUNCIL REP)

1. WALTERS, CONN 2023-**will not renew-Mary Flicek**
2. LOECHLER, CORY 2024
3. WODELE, DAVID 2026
4. FALKUM, CRAIG 2027
5. GWALTNEY, ROBIN 2028
6. FRIEDMEYER, JOHN (COUNCIL REP)
7. SULLA, JEFF (COUNCIL REP)

HERITAGE PRES. COMMISSION **3-YEAR TERM**

1. VACANCY 2025
2. PALMEN, JENNY 2024
3. RIVERS, JOHN 2024
4. FLICEK, MARY 2025
5. DURAND, EMILY 2025
6. MANN, LINDA 2023-**will renew**
7. PALMEN, JOHN 2023-**will NOT renew-VACANCY**

SAFETY COMMITTEE

1. JOHNSON, TONY
2. GREGERSON, CAROLINE
3. STARK, JOE
4. MARKING, RYAN
5. HALL, BEV
6. COSTELLO, RILEY
7. BUSCH, WENDY

STREET COMMISSION **2-YEAR TERM**

(NO COUNCIL REP REQUIRED)

1. TENTIS, NORM 2024
2. SULLA, JEFF 2024
3. THIMMESCH, BRAD 2024
4. JEWSON, JAY 2023-**will renew**
5. MATHIAS, JAMES 2023-**will renew**

LIBRARY BOARD **3-YEAR TERM**

(GOVERNED BY STATE STATUTE)

1. SULENTICH, JOE 2024
2. MILLER, ANNE 2024
3. MRACHEK, JAN 2025
4. HEDQUIST, NEIL 2025
5. HAGER, JANE 2026-**new appointment**
6. MORET, ROBIN 2026-**new appointment**
7. DUVALL, JAMES 2026-**new appointment**
8. PIETIG, JEANNE - SELCO BOARD APPOINTED

PARK BOARD **3-YEAR TERM**

1. SHEELEY, DARREN 2024
2. ANDERSON, MICHAEL 2024
3. BUSSIAN, MJ 2024
4. BURKE, SHARON 2025
5. GRANER, NICHOLE 2025

PLANNING COMMISSION **3-YEAR TERM**

1. WALLERICH, TIM 2023-**will renew**
2. CARRELS, SARA 2023-**will renew**
3. BURKE, SHARON 2024
4. RICHARD HEFFNER 2024
5. SULLA, JEFF 2025
6. GOODMAN, OZZIE 2025
7. DURAND, SCOTT 2025

UTLILITIES COMMISSION **TERM**

1. KREYE, JOHN
2. WALLERICH, MIKE
3. SCHMIDT, STEVE
4. WENDT, JOSHUA
5. WODELE, BRIAN

City Council Regular **8. 8.**

Meeting Date: 01/02/2024

ITEM TITLE: Accept Quotes for Window and Door Replacement

DEPARTMENT: Administration

PURPOSE:

Approval to accept a quote and pick a contractor to replace the windows and doors in the Ambulance Garage.

ITEM SUMMARY:

Director Marking received 3 quotes to replace the Windows in the doors in the Ambulance Garage. This project is in the CIP plan for 2024. It was budgeted at $22,000.

All Craft Exteriors - $21,681.00
Rudy Roemer Construction - $22,765.00
Ryan Windows & Siding - $34,816.20

STAFF RECOMMENDATION:

Approve Rudy Roemer bid for replacement of windows and doors. "Whenever reasonably possible, purchase will be made from local vendors. If the local vendor's quote does not exceed the lowest non-local vendor's quote by more than 10%, the purchase may be made from the local vendor."

Attachments

CIP

Windows and Doors Quotes

City of Wabasha, Minnesota

Capital Improvement Plan

2024 thru **2033**

PROJECTS BY DEPARTMENT

Department	#	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Total
Administration												
City Hall Carpet Replacement	*24-ADMIN-01*	5,000										*5,000*
Signage/Tuckpointing/Building Maintenance	*26-ADMIN-01*			15,000								*15,000*
Administration Total		**5,000**		**15,000**								***20,000***
Ambulance												
Ambulance Hall Renovations	*24-AMB-02*			500,000								*500,000*
Replace 972	*25-AMB-03*		328,500									*328,500*
Two Lucas Devices	*25-AMB-05*			70,000								*70,000*
Two Monitors/AEDs	*28-AMB-01*					125,000						*125,000*
New Ambulance: 2030	*30-AMB-01*							350,000				*350,000*
Two Cots and Two Power Loads	*30-AMB-02*							125,000				*125,000*
Ambulance Doors and Windows	*AMB D&W*	22,000										*22,000*
Ambulance Total		**22,000**	**328,500**	**570,000**		**125,000**		**475,000**				***1,520,500***
Fire												
Fire Station Improvements	*24-FIRE-01*	400,000										*400,000*
Fire Hall: Election Improvements	*24-FIRE-03*	25,000										*25,000*
W4 Tanker Replacement	*28-FIRE-02*					300,000						*300,000*
Ladder/Pumper Replacement	*32-FIRE-01*									900,000		*900,000*
Fire Total		**425,000**				**300,000**				**900,000**		***1,625,000***
Library												
Library Inside Doorway	*24-LIB-01*	3,900										*3,900*
Library Building Maintenance	*MAINTENANCE*	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	*50,000*
Library Total		**8,900**	**5,000**	**5,000**	**5,000**	**5,000**	**5,000**	**5,000**	**5,000**	**5,000**	**5,000**	***53,900***

All Craft Exteriors
7509 11th Avenue NW
Rochester, MN 55901
Phone: 507-424-3323

Fax: 507-721-2046

Company Representative
Mike Scheel
Phone: (507) 696-7455
mike@allcraftexteriors.com

Window & Door Estimate

12/14/2023

Ryan Marking
Wabasha Ambulance Barn
129 Hiawatha Drive West
Wabasha, MN 55981
(651) 565-2633

Job: Ryan Marking

Windows Section

ProVia Endure vinyl window with a lifetime warranty featuring Neopor Foam insulated frame and Innergy thermal reinforcement. Window has a white interior and exterior, multi-point sash locks, double pane argon insulated glass with metal free Super-Spacer and a Low-E coating to reduce damaging UV rays and to improve thermal performance.

Insert window installation comes complete with removing old window sashes and stops, checking for any rot, installing new window using insulation, construction grade silicone, exterior draft stops, interior trim stops and new custom-made white aluminum exterior wrap. All products are professionally installed to local building code and manufacturer's specs. Building code requires functioning smoke and CO detectors in all required locations. Detectors will be installed in any required areas without a functioning detector at the time of installation and will be charged $50 per smoke detector. Unforeseen rotten or damaged wood will be charged extra time & material. $100/hrs./man plus materials.

	Qty	Unit	Per Unit Charge	Price
Office, Bedroom & Living Room - Single Hungs	5.00	EA	$1,105.00	$5,525.00
Bedroom - Single Slider	1.00	EA	$1,265.00	$1,265.00
				$6,790.00

Entry Doors Section

Install ProVia Legacy 20-gauge smooth steel entry door featuring FrameSaver® jambs with composite bottoms to resist rot and a rigid composite lock block and 20-gauge steel security plate for additional strength and security. The door will be installed to the original opening with new color matched lever handle and deadbolt, auto adjusting sill and ball bearing hinges. The slab will be prefinished in a color of your choice. New interior casing where needed. The exterior brickmold and jambs will be finished in maintenance free custom crafted white aluminum. Installation will be done according to manufacture specs. FOB reader reinstall will need to be done by the company that provides them. All Craft is not responsible for reinstalling FOB reader.

	Qty	Unit	Per Unit Charge	Price
Front Garage & Office Doors - Light Duty Commercial Doors Doors will have Aluminum Stanley Heavy Duty Closers and Electronic Keyless Entry Touch Pad handle only, no deadbolt.	2.00	EA	$5,325.00	$10,650.00
Back Doors - Single Entry Doors will have handle and deadbolts	2.00	EA	$3,325.00	$6,650.00
				$17,300.00

Sub Total	**$24,090.00**
Discount: If final payment is paid within 15 days of final invoicing	($1,204.50)
Discount: Emergency Service Discount	($1,204.50)
TOTAL	$21,681.00

TERMS: Estimate good for 30 days. Down payment due before work begins, balance due on completion. Accounts not paid within 30 days are subject to a 1.5% monthly finance charge. All above prices include a 3% discount for paying with check or cash. The discount may be removed if the preferred payment is by credit card.

CLEAN-UP AND PROTECTION: We provide complete clean-up and protection of the job site, including using tarps and drop clothes for protection then raking, sweeping and disposal. If you should be unsatisfied with the clean-up, please contact us asap after completion and we will return to address your concern. Snow and leaves can hide a lot of debris, if your job is completed in the fall and debris is not noticed until the spring please contact us at that time and we will still come back to take care of it.

WARRANTY: Lifetime warranty on labor shall be free from defective workmanship. Please see our LIFETIME LABOR WARRANTY for complete details.

PRELIEN NOTICE: (a) Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions. (b) Under Minnesota law, you have the right to pay persons who supplies labor or materials, for this improvement directly and deduct this amount from our contract price, or withhold the amounts due them from us until 120 days after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or material for the improvement and who gave you timely notice.

CANCELLATION NOTICE: If you do not want the goods or services described above, you may cancel your purchase by mailing or delivering a signed and dated copy of this cancellation notice or any other written notice or send a telegram to All Craft Exteriors LLC at 7509 11th Avenue NW, Rochester MN 55901 no later than three (3) business days following the date of customer signature. If you cancel, any payments made by you under the contract, any property traded in, and any instrument executed by you will be returned within ten (10) business days following receipt by All Craft Exteriors LLC of your cancellation notice, and any security interest arising out of the transaction will be cancelled. If you cancel, you must make available to All Craft Exteriors LLC at your residence, in substantially as good condition as when received, any goods delivered to you under this contract; or you may, if you wish, comply with the written instruction of the seller regarding the return shipment of the goods at the seller's expense and risk. If All Craft Exteriors LLC does not pick up the goods within 20 days of the date of your notice of cancellation, you may retain or dispose of them without any further obligation.

By signing below, I HEREBY CANCEL THIS TRANSACTION.

_____ date: _____ _____
date:_____

PURSUANT to MN statute 325E.66, subdivision 1: A residential contractor providing home repair or improvement services to be paid by an insured from the proceeds of a property or casualty insurance policy shall not, as an inducement to the sale or provision of goods or services to an insured, advertisse or promise to pay, directly or indirectly, all or part of any applicable insurance deductible or offer to compensate an insured for providing any service to the insured.

_____ _____
Company Authorized Signature Date

_____ _____
Customer Signature Date

_____ _____
Customer Signature Date

Rudy Roemer Construction LLC
1006 5th Grant Blvd W
Wabasha, MN 55981 US
651-564-5000
rudyroemer@gmail.com

RUDY ROEMER CONSTRUCTION LLC

ADDRESS
Wabasha Ambulance Service
129 Hiawatha Dr W
Wabasha, MN 55981

Estimate 1162

DATE 12/10/2023

QTY	DESCRIPTION	RATE	AMOUNT
	Estimate is for the replacement of windows and doors at the ambulance station. The windows that would be replaced would be in the office, bedroom, and meeting / kitchen area only. The windows in the garage area would not be replaced. All of the exterior entry doors would be replaced. The doors will all be an outswing like they are currently. The two front entry doors would have closers on them, and the two back doors would have self-closing hinges. They will all be painted white, have brushed nickel hardware, and will be reusing the existing locks. The key fab parts of the front entry doors will need to be removed, and replaced by the company that installed them. That cost if any is not included on this estimate. The windows that will be replaced will be replaced with hayfield windows. They will all be casement (crank out) windows except for the large bedroom window which will be a slider (left to right sliding). The large bedroom window will be reframed to make the opening larger to meet egress. They will be white vinyl inside and out. All of the windows and doors that are to be installed will have new white painted extension jambs and casing installed. The exterior of the windows and doors will have an aluminum trim installed around them. The concrete on the outside of the front garage entry door will have some touch up work done to it where it is chipping out.		0.00

QTY	DESCRIPTION	RATE	AMOUNT
	There will be an allowance for the demo due to it is unknown exactly how much there will be until job is done. There will be an allowance for the concrete repair due to it is unknown exactly how much of the top of the cement will need to be removed to get a good bond for the new cement. There will be an allowance for the building permit. For all allowances, the price given will be to get as close to the final cost as possible. If the final cost is more or less, the price will be adjusted accordingly on the final invoice. If there are any rotted or damaged areas found around the existing window and door openings after they are removed that needs to be repaired, it will be done at time and material. Being work proposed would not be done until spring or summer of 2024 at earliest, the cost of building materials may fluctuate. If city decides to move forward with project the materials can be re-estimated at later date to make sure they are good with the costs.		0.00
1	Cost of materials for the work as described above.	12,400.00	12,400.00
1	Labor to do the work as described above.	9,450.00	9,450.00
9	ALLOWANCE for demo per yard	35.00	315.00
1	ALLOWANCE for concrete repair	500.00	500.00
1	ALLOWANCE for permit	100.00	100.00

TOTAL	$22,765.00

Accepted By

Accepted Date

Lic. #: BC008077

Showroom: Hwy 52 North - Take the 75th St Exit
www.ryan-ws.com
Email: Ryan@ryan-ws.com

PO Box 5937 • Rochester MN 55903-5937
507-281-6363 • 1-800-367-2606
FAX: 507-322-0296

December 7, 2023

Wabasha Ambulance Service
Attn: Ryan Marking
129 Hiawatha Dr W
Wabasha, MN 55981

Email: AmbDir@wabasha.org
Phone #: (651) 380-8109

WINDOWS

Ryan Windows & Siding will supply and install (6) Renewal by Andersen replacement windows in your building; Styles to be: (5) Double Hung and (1) Glider. They will be installed as full-frames with factory-applied brickmould, are custom made to fit into the existing openings and receive new drip cap and pan flashing. Windows will come with double thermal-pane insulated SmartSun Low-E4/Argon gas filled high-performance glass. They will have white interiors and exteriors with standard full screens on the operating units and standard white colored hardware. Interiors will receive new casing and jambs; Species: Poplar, Style: Ranch, Size: 2 ¼". Project also includes cutting back the existing steel siding and installing new _____ colored J-channel to properly install the new units. *We will be very careful when doing this, but can't guarantee that it will not crack or break and Ryan's cannot be held responsible for any damage that may occur to the siding while completing this project.* We will also insulate and seal around windows with injection-foam insulation and construction-grade silicone sealant. *Any staining or painting will be done by Ryan's; Color:* _____.. Our crews are very professional, neat and clean, and will lay drop-cloths down in all work areas. After installation is complete, they will vacuum the floors, wash the new glass and haul the old units and all work-related debris away from the property. Price includes all tax, labor, material and cleanup. Windows to come with manufacturer's warranty. ***Ryan's will follow all EPA Lead Safe Practices (as needed). PLEASE NOTE PER BUILDING CODE: By the date of installation the homeowners are responsible for ensuring that all of the required Carbon Monoxide and smoke detectors are in place. Upon the date of install, if Ryan's provides and installs the detectors there will be an additional fee of up to $125.00 per detector unit. If hard wiring is required, or electrical work is needed, the homeowner is responsible for contacting an Electrician. (Please initial here acknowledging & accepting responsibility of code requirement: _____)***

ADDITIONAL NOTES:

- ***Any rot repair and/ or needed structural modifications will be done on a time-plus-material basis, and is not included in the pricing listed below.***
- ***Staining of products and woodwork will have natural variation in color, graining and age; therefore, we cannot guarantee an exact match.***

Window Job Cost:	$24,941.00
Discount Applied:	- 4,988.20
Total Discounted Window Project Price:	**$19,952.80**

- *Option for (2) fixed units: $7,498.00 – 1,499.60= $5,998.40*
- *Option for (2) Awning units: $7,320.00 – 1,464.00= $5,856.00*

****

STEEL DOORS

Ryan Windows & Siding will also supply and install (4) Cambridge Smooth Steel Outswing doors on the Front & Rear entries of your building, to be manufactured by Waudena Door Company; Model #'s: (2) #60 with (1)

(Continued on Page 2)

Model #4 sidelite and (2) Model #60 without any sidelites, Glass Style: Low-E. Ryan's will re-install the closers and the doors will come with an articulating threshold; Color: Bronze, Weather-strip & Sweep Color: Bronze. Homeowner will supplying their own hardware and door will come with Nickel colored hinges. We will insulate and seal the doors into the openings with injection-foam insulation and construction-grade silicone sealant. The interior will receive new inside casing and jambs; Species: Poplar, Style: Ranch, Size: 2 ¼". Exterior frames to be wrapped complete in a heavy-gauge aluminum trim coil; Color: White, Style: Brickmould. The doors will come pre-painted the same color on both sides from the factory; Color: White. *Ryan's will pre-paint the trim prior to install; Color:* _____. Our crews are very professional, neat and clean, and will lay drop-cloths down in all work areas. After installation is complete, they will vacuum the floors and haul the old units and all work-related debris away from the property. Price includes all tax, labor, material and cleanup. ***Ryan's will follow all EPA Lead Safe Practices (as needed). PLEASE NOTE PER BUILDING CODE: By the date of installation the homeowners are responsible for ensuring that all of the required Carbon Monoxide and smoke detectors are in place. Upon the date of install, if Ryan's provides and installs the detectors there will be an additional fee of up to $125.00 per detector unit. If hard wiring is required, or electrical work is needed, the homeowner is responsible for contacting an Electrician. (Please initial here acknowledging & accepting responsibility of code requirement:*** _____)

ADDITIONAL NOTES:

- ***Any rot repair and/ or needed structural modifications will be done on a time-plus-material basis, and is not included in the pricing listed below.***
- ***Staining of products and woodwork will have natural variation in color, graining and age; therefore, we cannot guarantee an exact match***

Door Job Cost:	$16,514.80
10% Door Discount Applied:	- 1,651.40
Total Discounted Door Project Price:	**$14,863.40**

~Pricing subject to change 30 days from date of this estimate.

Thank you for allowing Ryan Windows & Siding to provide you with this estimate. If you have any questions, need additional information, or would like to proceed with this project, please call.

Sincerely,

Jeff Hemker
Project Consultant

City Council Regular **8. 9.**

Meeting Date: 01/02/2024

ITEM TITLE: Resolution in support of Application to Transportation Alternatives for Wabasha-Kellogg Trail

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

This is a federal program to support trails. This resolution offers support from the City of Wabasha to help see th project through and ensure the maintenance of the trail. This would be done in collaboration with Kellogg, Greenfield, Wabasha County.

ACTION REQUIRED:

Approve resolution

Attachments

Resolution Transportation Alternatives Grant

City of Wabasha support of the Transportation Alternatives Grant Application

Resolution 02-2024

Whereas, The City of Wabasha has requested that Wabasha County act as project applicant and sponsoring agency for a project known as the Wabasha Kellogg Trail Bridge for the construction of a trail bridge over the Zumbro River and connecting bridge approaches between Winona Ave and 645th St. and which will be a Transportation Alternatives project; and

Whereas, Transportation Alternatives projects receive federal funding; and

Whereas, The Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way or property ownership acquired without prior approval from the FHWA; and

Whereas, the Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with alternative funds, this requirement should be applied to the project proposer; and

Whereas, the City of Wabasha supports Wabasha County as the project applicant and sponsoring agency for the transportation alternatives project identified as the Wabasha Kellogg Trail Bridge.

Now Therefore Be It Resolved by the City Council of the City of Wabasha is willing to support efforts to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, in compliance with all applicable laws, rules and regulations.

Be It Further Resolved That the City of Wabasha, acting in collaboration with the River Valley Trail Joint Powers Board hereby agrees to assume full responsibility for the operation and maintenance of property and facilities improved as part of this Transportation Alternatives project for the useful life of the improvements and will not change the use of right of way or property ownership of property within the project.

Adopted this 2nd day of January, 2024 by the City of Wabasha

By: _____
Its Mayor

Attest:

By: _____
Its Clerk

City Council Regular **8. 10.**

Meeting Date: 01/02/2024

ITEM TITLE: Resolution in Support of Active Transportation Grant

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

The Joint Powers Board is also applying for alternative transportation funding. This proposal commits the City of Wabasha, in collaboration with Wabasha County, Kellogg, Greenfield Township to seeing the project through if awarded the funding.

Attachments

Resolution Active Transportation Grant

City of Wabasha support of the Active Transportation Grant Application

Resolution 03-2024

Whereas, The City of Wabasha, in collaboration with the River Valley Trail Joint Powers Board, has requested that Wabasha County act as project applicant and sponsoring agency for a project known as the Wabasha Kellogg Trail Bridge for the construction of a trail bridge over the Zumbro River and connecting bridge approaches between Winona Ave and 645th St. and which will be an Active Transportation project; and

Whereas, facilities constructed with Active Transportation funds are required to be operated and maintained for the useful life of the improvement and not change the use of right of way or property ownership; and

Whereas, Wabasha County is the project applicant and sponsoring agency for the transportation alternatives project identified as the Wabasha Kellogg Trail Bridge, with support by the City of Wabasha.

Now Therefore Be It Resolved by the City of Wabasha that the City of Wabasha, in collaboration with the River Valley Trail Joint Powers Board, is willing to secure and guarantee the local share of costs associated with this project beyond the Active Transportation grant award and responsibility for seeing this project through to its completion, in compliance with all applicable laws, rules and regulations.

Be It Further Resolved That the City of Wabasha, acting in collaboration with the River Valley Trail Joint Powers Board hereby agrees to assume full responsibility for the operation and maintenance of property and facilities improved as part of this Active Transportation project for the useful life of the improvements and will not change the use of right of way or property ownership of property within the project.

Adopted this 9th day of January, 2024 by the City of Wabasha.

By: _____
Its Mayor

Attest:

By: _____
Its Clerk

City Council Regular **10. 1.**

Meeting Date: 01/02/2024

ITEM TITLE: Elect 2024 Council President

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Cities must elect an acting mayor from among councilmembers to perform the duties of mayor during the mayor's disability or absence from the City, or if there is a vacancy, until a successor has been appointed.

City Council Regular **10. 2.**

Meeting Date: 01/02/2024

ITEM TITLE: Appoint Ad Hoc Personnel Committee Members

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Appoint three members to an ad hoc personnel committee to hear feedback received from staff during annual performance reviews and determine if any proposals should receive further discussion. Discuss 2024 performance goals for City Administrator and feedback received from staff.

City Council Regular **11. 1.**

Meeting Date: 01/02/2024

ITEM TITLE: 01-2024 January Donations

DEPARTMENT: Administration

PURPOSE:

Donations

ITEM SUMMARY:

Attachments

01-2024 January Donations

CITY OF WABASHA
RESOLUTION No. 01-2024
RESOLUTION ACCEPTING DONATIONS

WHEREAS The City of Wabasha is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens; and
WHEREAS the following persons and entities have offered to contribute the cash amounts or items set forth below to the city for the following.

- **LIBRARY**
  - $10 – In memory of Gary Kenitz by Judy Knose
  - $100 – In memory of Beth Hager by Kathy Geraghty
  - $40 - In memory of Beth Hager by Linda Brehmer
  - $100 – In memory of Judy Udstuen by Kathy Geraghty
  - $250 – Sure and John Mundy
  - $1,000 – Linday Tenney
  - $1,073.98 – Friends of the Library

- **DOG PARK**
  - $100.00 – Bruce & Priscilla Wyman

- **WABASHA ATHLETIC COMPLEX**
  - $500.00-William & LaDonna Jewson
  - $1,000.00-Bank of Alma

- **PUBLIC WORKS**
  - Fencing – Neal Locy

WHEREAS all such donations contributed are determined to be a benefit to the citizens of the City of Wabasha; and

WHEREAS The City Council finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WABASHA, MINNESOTA, AS FOLLOWS:

1. The donations described above are hereby acknowledged and accepted and shall be used in accordance with the terms prescribed by the donor.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Adopted by the City Council of the City of Wabasha on January 2nd, 2024.

Approved:

_____
Mayor - Emily Durand

Attested:

_____
City Clerk – Wendy Busch